CITY OF JOLIET INTEROFFICE MEMORANDUM

April 10, 2019

TO:

Finance Committee

FROM:

Kenneth R. Mihelich, Budget Officer

SUBJECT:

Review of March 31, 2019 General Fund Operating Budget

Please find attached the March 31, 2019 Finance Reports for the Operating, Capital and Special Revenue Funds. Below are brief comments related to items within the General Fund operating budget vs. actual report.

Revenues:

At the end of three months, overall revenues are at 18.5% of budget. 3/12th of the budget would be at 25.0%, but because of the seasonality of many income streams, and the fact it is so early in the year, this is not out of the ordinary. Other items of note include:

- Property taxes which compose approximately 20% of budgeted revenues are at zero and will be collected later in the year. This along with Transfers in of \$4.7 million help explain why the overall amount is 18.5%.
- Hotel/Motel Taxes at 11.6% and Food & Beverage Taxes at 17.0% did not include March receipts which have been delayed being entered into the MUNIS system due to a recent upgrade. These are currently being processed and updated.
- License and Permits are at 16.7% of budget, which is slightly ahead of the previous year at 15.9% and in-line for this time of year. The largest budgeted item in this revenue is Building Permits at \$2 million, which tend to have their highest months more towards the middle of the year.

Expenditures:

Overall expenditures are at 18.6% of budget which is reasonable for this time of year. Expenditures are affected as well by some seasonality. Examples include payments made to the public safety pension funds which are made in conjunction with the receipt of property taxes. As noted above these are seasonal and will occur later in the year. Other items of note include:

 The budget for "Personal Svc – Benef" essentially is composed of two components: pensions (56% of the budget) and "Other" benefits (worker's compensation, hospitalization/dental, and miscellaneous (44% of the budget). The pension portion has only spent about 3.2% of that portion (IMRF payments only) since property taxes (used to pay Police and Fire pensions) have yet to be collected. The "Other" benefits are running at 25% of budget and right on track. Overall the 10.9% amount appears in-line with the budget at this time.

- The budget for "Other Services" includes three parts: telephone (\$450K), P&L insurance (\$451K) and remaining (\$654K). The telephone portion is currently at only \$37K or 5.7% of budget due in part to a new phone system. The P&L insurance portion will be spent later in the year, and the remaining portion is currently at \$88K or 13.5%. Thus, an overall 8.02% of budget is appropriate at this time.
- "Municipal Waste" is paid monthly, but in arrears by one month and thus this budget line item is only at 16.7% for the year.

Please note that the budget is prepared on a modified accrual basis and this report is reported on a cash basis. This report provides an overall indicator of general trends, but accruals at year-end will impact the final amounts.

Cc: Marty Shanahan, Interim City Manager
Jim Ghedotte, Finance Director

City of Joliet Finance Reports Operating Budgets as of March 31, 2019

	2019 Adj. Budget	2019 March YTD	% of Budget
General Fund (100)			The state of the s
Revenue			
Property Taxes	37,375,000.00	•	0.00%
Gaming Taxes	17,985,000.00	4,179,494.73	23.24%
State Sales Taxes	23,750,000.00	5,956,074.91	25.08%
Home Rule Sales Tax	26,750,000.00	6,881,469.24	25.73%
Utility Taxes	7,151,775.00	1,863,945.76	26.06%
State Income Taxes	14,850,000.00	3,628,434.75	24.43%
Hotel/Motel Tax	2,750,000.00	317,747.40	11.55%
Real Estate Transfer Tax	2,400,000.00	524,807.25	21.87%
Titled/Registration Tax	160,000.00	19,474.45	12.17%
Automobile Rental Tax	41,000.00	8,607.05	20.99%
Food & Beverage Tax	3,100,000.00	527,123.91	17.00%
Gasoline Privileg Tax	680,000.00	121,973.30	17.94%
Amusement Tax	93,073.00	-	0.00%
Telephone Franchise Tax	82,000.00	-	0.00%
Cable Franchise Tax	2,100,000.00	478,319.09	22.78%
Replacement Tax	2,171,500.00	392,000.32	18.05%
Out of State Use Tax	4,400,000.00	1,389,821.00	31.59%
Pari-Mutuel Tax	110,000.00	28,073.00	25.52%
Charges for Services	9,449,388.00	1,877,990.56	19.87%
Licenses & Permits	3,072,500.00	515,029.53	16.76%
Fines & Fees	3,921,000.00	967,760.15	24.68%
Municipal Waste Fees	14,068,145.00	3,491,386.18	24.82%
Fed/State/Priv Grant	357,800.00	125,772.42	35.15%
Interest Income	430,000.00	160,887.62	37.42%
Miscellaneous Rev	2,731,165.00	655,176.16	23.99%
Transfer In	4,725,000.00	2	0.00%
Revenue Total	184,704,346.00	34,111,368.78	18.47%
Expense			
Personal Services	81,070,915.00	20,668,712.05	25.49%
Personal Svc - Benef	64,850,932.00	7,091,096.06	10.93%
Professional Service	5,346,244.00	962,467.82	18.00%
Property Services	19,278,887.00	3,005,454.94	15.59%
Other Services	1,552,724.00	124,552.02	8.02%
Supplies	8,148,028.00	1,479,844.05	18.16%
Other Employee Costs	567,091.00	110,473.63	19.48%
Debt Service	450.00	*	0.00%
Other Expenses	3,619,813.00	967,458.61	26.73%
Transfer Out	171,491.00	,	0.00%
Expense Total	184,606,575.00	34,410,059.18	18.64%
General Fund Total	97,771.00	(298,690.40)	

	2019 Adj. Budget	2019 March YTD	% of Budget
General Fund Expenses By Department			
Expense			
Mayor & Council	379,901.00	82,871.29	21.81%
City Manager	1,674,091.00	293,633.22	17.54%
City Clerk	824,275.00	160,868.70	19.52%
Administrative Services	14,312,491.00	3,022,312.66	21.12%
Hospitalization	23,585,000.00	4,788,491.54	20.30%
Community Development	6,967,813.00	1,355,830.21	19.46%
Finance	4,120,051.00	971,033.38	23.57%
Municipal Waste	12,210,900.00	2,039,568.50	16.70%
Technology	3,843,110.00	633,127.50	16.47%
Legal	2,613,516.00	397,832.30	15.22%
Police	57,575,262.00	9,998,434.00	17.37%
Fire	40,059,693.00	7,112,896.79	17.76%
Public Works	16,268,981.00	3,553,159.09	21.84%
Transfer Out	171,491.00		0.00%
Expense Total	184,606,575.00	34,410,059.18	18.64%
General Fund Expenses By Department Total	(184,606,575.00)	(34,410,059.18)	
Parking Operating Fund (520)			
Revenue			
Fines & Fees	1,848,000.00	204,635.93	11.07%
Interest Income	450.00	520.29	115.62%
Miscellaneous Rev	559.00	80.00	14.31%
Revenue Total	1,849,009.00	205,236.22	11.10%
Expense			
Personal Services	760,114.00	144,206.52	18.97%
Personal Svc - Benef	139,716.00	36,048.31	25.80%
Professional Service	133,000.00	3,257.09	2.45%
Property Services	233,800.00	59,873.86	25.61%
Other Services	32,080.00	452.42	1.41%
Supplies	69,300.00	16,748.10	24.17%
Transfer Out	325,000.00	-	0.00%
Expense Total	1,693,010.00	260,586.30	15.39%
Parking Fund Total	155,999.00	(55,350.08)	2 2 2 0

RESERVED TO THE RESERVED TO TH	2019 Adj. Budget	2019 March YTD	% of Budget
Water & Sewer Operating Fund (500)			
Revenue			
Charges for Services	54,687,700.00	12,574,019.45	22.99%
Fines & Fees	1,657,500.00	230,669.44	13.92%
Interest Income	200,000.00	134,683.91	67.34%
Miscellaneous Rev	750,000.00	332,742.15	44.37%
Revenue Total	57,295,200.00	13,272,114.95	23.16%
Expense			
Personal Services	9,855,759.00	2,175,374.30	22.07%
Personal Svc - Benef	3,246,976.00	572,006.06	17.62%
Professional Service	2,345,000.00	179,360.89	7.65%
Property Services	5,378,500.00	344,347.27	6.40%
Other Services	365,300.00	51,974.81	14.23%
Supplies	8,657,600.00	1,250,362.14	14.44%
Other Employee Costs	372,070.00	8,496.55	2.28%
Debt Service	900.00	-	0.00%
Other Expenses	50,000.00	19,557.29	39.11%
Transfer Out	4,700,000.00	· -	0.00%
Expense Total	34,972,105.00	4,601,479.31	13.16%
Water & Sewer Operating Fund Total	22,323,095.00	8,670,635.64	131 36

City of Joliet Finance Reports Capital Budgets

as of March 31, 2019

	2019 Adj. Budget	2019 March YTD	% of Budget
Capital Improvement Fund (300)			
Revenue	111 889 44		
Miscellaneous Rev	100,000.00		
Interest Income	30,000.00	26,609.03	88.70%
Transfer In	221,491.00	-	0.00%
Revenue Total	351,491.00	26,609.03	7.57%
Expense			
Capital Outlay	3,659,771.00	106,743.37	2.92%
Expense Total	3,659,771.00	106,743.37	2.92%
Capital Improvement Fund Total	(3,308,280.00)	(80,134.34)	
Motor Fuel Tax Fund (200)			
Revenue			
Other Taxes	3,700,000.00	943,339.13	25.50%
Fed/State/Priv Grant	-	27,651.27	
Interest Income	100,000.00	36,559.23	36.56%
Miscellaneous Rev	(CFC)		
Revenue Total	3,800,000.00	1,007,549.63	26.51%
Expense			
Professional Service	•	10,069.98	
Capital Outlay	7,598,449.00	419,147.52	5.52%
Expense Total	7,598,449.00	429,217.50	5.65%
Motor Fuel Tax Fund Total	(3,798,449.00)	578,332.13	
Performance Bonds Fund (320)			
Revenue			
Interest Income	525	25,504.07	
Miscellaneous Rev	1,000,000.00	-	
Revenue Total	1,000,000.00	25,504.07	2.55%
Expense			
Capital Outlay	4,000,000.00		0.00%
Expense Total	4,000,000.00	•	0.00%
Performance Bonds Fund Total	(3,000,000.00)	25,504.07	
Parking Improvement Fund (521)			
Expense			
Depreciation	156,000.00	*	0.00%
Expense Total	156,000.00	-	0.00%

Prepared by: Ken Mihelich 4/10/2019

	2019 Adj. Budget	2019 March YTD	% of Budget
Parking Improvement Fund Total	156,000.00		The Annual Control
Water & Sewer Improvement Fund (501)			
Revenue	The second secon		
Fed/State/Priv Grant		55,959.92	
Interest Income		248.80	
Revenue Total	**	56,208.72	
Expense			
Depreciation	12,500,000.00	2_0	0.009
Capital Outlay	12,684,594.78	524,738.62	4.149
Expense Total	25,184,594.78	524,738.62	2.089
Water & Sewer Improvement Fund Total	(25,184,594.78)	(468,529.90)	47 69 64 65 T 100 T
IEPA Wet Weather Treatment Facility (507)	ON THE RESERVE OF THE PROPERTY		
Revenue			
Miscellaneous Rev	9,850,000.00	2,342,717.19	23.78%
Revenue Total	9,850,000.00	2,342,717.19	23.78%
Expense			
Capital Outlay	9,850,000.00	1,133,630.54	11.519
Expense Total	9,850,000.00	1,133,630.54	11.519
IEPA Wet Weather Treatment Facility Fund Total		1,209,086.65	
IEPA Aux Sable & WSTP Phosphorus Removal (508)	70.50 (m. 10.50		
Revenue			Serve and the
Miscellaneous Rev	8,628,038.00	1,606,635.29	18.62%
Revenue Total	8,628,038.00	1,606,635.29	18.62%
Expense			
Capital Outlay	7,000,000.00	1,002,586.52	14.32%
Expense Total	7,000,000.00	1,002,586.52	14.32%
EPA Aux Sable & WSTP Phosphorus Removal	1,628,038.00	604,048.77	
EPA Sanitary Sewer Rehab -2017 (509)			
Revenue	A STATE OF THE STA		
Miscellaneous Rev	848,116.00	34,168.99	4.03%
Revenue Total	848,116.00	34,168.99	4.03%
Expense			
Capital Outlay	840,000.00	10,165.69	1.21%
Expense Total	840,000.00	10,165.69	1.21%
EPA Sanitary Sewer Rehab 2017 Fund Total	8,116.00	24,003.30	
IEPA ESTP Phosphorus Removal (511) Revenue			

Miscellaneous Rev	2019 Adj. Budget	2019 March YTD	% of Budget
Revenue Total			
THE STREET PROPERTY.		•	
Expense			
Capital Outlay	20,209,109.00		
Expense Total	20,209,109.00	3-3	
IEPA ESTP Phosphorus Removal Fund Total	(20,209,109.00)		
IEPA Sanitary Sewer Rehab - 2018 (512)			
Revenue			
Miscellaneous Rev	8,100,000.00	1 254 054 27	
Revenue Total	8,100,000.00	1,354,054.37 1,354,054.37	
	0,235,000.00	1,334,034.37	
Expense			
Capital Outlay	19,860,105.47	1,354,054.36	
Expense Total	19,860,105.47	1,354,054.36	
IEPA Sanitary Sewer Rehab 2018 Fund Total	(11,760,105.47)	0.01	
IEPA 2018 Watermain Rehab (513)			
Revenue			
Miscellaneous Rev	1,630,000.00	963,126.51	
Revenue Total	1,630,000.00	963,126.51	
Expense			
Capital Outlay	2,920,550.00	901,604.93	
Expense Total	2,920,550.00	901,604.93	
IEPA 2018 Watermain Rehab Fund Total	(1,290,550.00)	61,521.58	
IEPA Sanitary Sewer Rehab 2019 (514)			
Revenue	1.47-9		
Miscellaneous Rev Revenue Total	9,100,000.00		
kevenue Total	9,100,000.00	•	
Expense			
Capital Outlay	20,506,005.00	-	
Expense Total	20,506,005.00	-	
IEPA Sanitary Sewer Rehab 2019 Fund Total	(11,406,005.00)		
IEDA Water Main Poninsoment 2010 (P1P)			
IEPA Water Main Replacement 2019 (515) Revenue			- Annie de la constante de la
Miscellaneous Rev	8,700,000.00	Sta	
Revenue Total	8,700,000.00 8,700,000.00		
	5,700,000.00	ā	
Expense			
Capital Outlay	15,830,640.71	7,485.60	
Expense Total	15,830,640.71	7,485.60	

	2019 Adj. Budget	2019 March YTD	% of Budget
IEPA Water Main Replacement 2019 Fund Total	(7,130,640.71)	(7,485.60)	
IEPA Sanitary Sewer Rehab 2020 (516)			
Revenue			
Miscellaneous Rev	250,000.00		
Revenue Total	250,000.00	.*.)	
Expense			
Capital Outlay	250,000.00		
Expense Total	250,000.00		
IEPA Sanitary Sewer Rehab 2020 Fund Total	•		
IEPA Water Main Rehab 2020 (517)			
Revenue			
Miscellaneous Rev	350.000.00		
Revenue Total	250,000.00	-	
veseure toral	250,000.00	-	
Expense			
Capital Outlay	250,000.00		
Expense Total	250,000.00	•	
IEPA Water Main Rehab 2020 Fund Total	•		
IEPA Eastside Sewer Relief (530)			
Revenue			
Miscellaneous Rev	10,250,000.00	12	0.009
Revenue Total	10,250,000.00		0.009
Expense			
Capital Outlay	10,250,000.00		0.009
Expense Total	10,250,000.00		0.009
EPA Eastside Sewer Relief		200	
Water Replacement Reserve (531)	distribute de la lace		
Revenue	The state of the s	Control of the Control	
Miscellaneous Rev	300,000.00	9	0.00%
Revenue Total	300,000.00		0.00%
Expense			
Capital Outlay			
Expense Total	*		
Water Replacement Reserve Fund Total	300,000.00		

City of Joliet Finance Reports Special Revenue Budgets as of March 31, 2019

	2019 Adj Budget	2019 March YTD	% of Budget
Block Grant Fund (210)			
Revenue			
Fed/State/Priv Grant	1,006,021.00	142,162.82	14.13%
Revenue Total	1,006,021.00	142,162.82	14.13%
Expense			
Professional Service	100,000.00	128,513.46	128.51%
Property Services	894,770.00	•	0.00%
Other Services	3,500.00	-	0.00%
Other Employee Costs	7,751.00	1,375.00	17.74%
Expense Total	1,006,021.00	129,888.46	12.91%
Block Grant Fund Total		12,274.36	
Evergreen Terrace Fund (110)			
Revenue			
Miscellaneous Rev	400,000.00	-	0.00%
Transfer In	20		
Revenue Total	400,000.00	-	
Expense			
Professional Service	10,000.00	2	0.00%
Property Services	•	23	
Expense Total	10,000.00	2	0.00%
Evergreen Terrace Fund Total	390,000.00	-	
Business District Fund (240)			
Revenue			
Other Taxes	115,000.00	30,489.54	26.51%
Interest Income	1,500.00	2,508.92	167.26%
Revenue Total	116,500.00	32,998.46	28.32%
Expense			
Other Expenses	115,000.00		0.00%
Expense Total	115,000.00	-,	0.00%
Business District Fund Total	1,500.00	32,998.46	

	2019 Adj Budget	2019 March YTD	% of Budget
General Debt Service Fund (405)			70 Of Budget
Revenue		477074	
Property Taxes	1,668,650.00	2	0.00%
Interest Income	- m		
Revenue Total	1,668,650.00	*	0.00%
Expense			
Debt Service	1,669,150.00		0.00%
Expense Total	1,669,150.00	•	0.00%
General Debt Service Fund Total	(500.00)		
Grant & Special Revenue Fund (220)			
Revenue			
Charges for Services	179,378.00	650.00	0.36%
Fed/State/Priv Grant	7,211,219.00	507,739.30	7.04%
Interest Income	15,000.00	6,446.91	42.98%
Revenue Total	7,405,597.00	514,836.21	6.95%
Expense			
Professional Service	1,701,100.00	187,496.33	11.02%
Other Services	7,500.00	260.70	3.48%
Supplies	22,000.00	111.92	0.51%
Other Employee Costs	-	3,050.00	
Other Expenses	1,500.00	1,210.00	80.67%
Capital Outlay	6,258,497.00	(3,544.23)	-0.06%
Expense Total	7,990,597.00	188,584.72	2.36%
Grant & Special Revenue Fund Total	(585,000.00)	326)251.49	
Special Revenue Revolving Fund (221)			
Revenue			
Fines & Fees	243,500.00	31,554.65	12.96%
Fed/State/Priv Grant	20,000.00	760.00	3.80%
Interest Income	50.00	•	0.00%
Revenue Total	263,550.00	32,314.65	12.26%
Expense			
Professional Service	64,500.00	3.43	0.00%
Property Services	1,000.00	320	
Other Services	5,000.00	1,154.57	23.09%
Supplies	200,000.00	8,294.22	4.15%
Other Employee Costs	43,700.00	7,337.37	16.79%
Other Expenses	42,000.00	7,000.00	
Capital Outlay	110,000.00	828	0.00%
Expense Total	466,200.00	23,786.16	5.10%
Special Revenue Revolving Fund Total	(202,650.00)	8,528.49	1. 1. 1. 1. 1. 1.

	2019 Adj Budget	2019 March YTD	% of Budget	
Foreign Fire Tax Fund (225)	North Property and Company of the Co		Table 1	
Revenue		The state of the s		
Other Taxes	200,000.00		0.00%	
Revenue Total	200,000.00		0.00%	
Expense				
Other Expenses	200,000.00	21	0.00%	
Expense Total	200,000.00	7.5	0.00%	
Foreign Fire Tax Fund Total				
Special Service Area Fund (230)			2//05/200	
Revenue				
Property Taxes	641,540.00		0.00%	
Fines & Fees	8.5	8,795.00		
Interest Income	•	27		
Revenue Total	641,540.00	8,795.00	1.37%	
Expense				
Professional Service	16,540.00	20	0.00%	
Property Services	5,000.00	734.00	14.68%	
Other Expenses	330,000.00	17,500.00	5.30%	
Capital Outlay	250,000.00	= -	0.00%	
Transfer Out	50,000.00	-	0.00%	
Expense Total	651,540.00	18,234.00	2.80%	
Special Service Area Fund Total	(10,000.00)	(9,439.00)		
TIF #2 City Center Fund (250)				
Revenue			The second	
Property Taxes	600,000.00		0.00%	
Interest Income		496.61		
Miscellaneous Rev	1.			
Transfer In	-			
Revenue Total	600,000.00	496.61	0.08%	
Expense				
Professional Service	25,000.00	23,185.00	92.74%	
Property Services	1,-2	6,000.00		
Other Services		60.80		
Other Expenses	600,000.00		0,00%	
Capital Outlay	9 ೯ ೦	-		
Expense Total	625,000.00	29,245.80	4.68%	
TIF #2 City Center Fund Total	(25,000.00)	(28,749.19)		
TIF #3 Cass Street Fund (251)				
Revenue				
Property Taxes	102,500.00	-	0.00%	
Interest Income				
Revenue Total	102,500.00	756	0.00%	

	2019 Adj Budget	2019 March YTD	% of Budget
Expense			
Professional Service	2 500 60		
	2,500.00		
Other Expenses	100,000.00	7.	0.00%
Expense Total	102,500.00	•	0.00%
TIF#3 Cass Street Fund Total			
TIF #4 Presence St. Joseph (252)			
Revenue			
Property Taxes	17,600.00	2	0.00%
Interest Income	,	2	0.007.0
Revenue Total	17,600.00	-	0.00%
Expense			
Professional Service	2,255.00	2	
Other Expenses	15,000.00	2	
Expense Total	17,255.00	-	
TIF #4 Presence St. Joseph Fund Total	345.00		
Water & Sewer Debt Service Fund (505)			
Expense	THE RESERVE TO SHARE THE PARTY OF THE PARTY	4 49 49 49 4	
Debt Service	7,904,024.00	265,343.00	3.36%
Expense Total	7,904,024.00	265,343.00	3.36%
Water & Sewer Debt Service Fund Total	7,904,024.00	265,343.00	

Investment Report - By Institution as of March 31, 2019

					Est Earned	
FIRST MIDWEST BANK	Maturity	Purchased	Rate	Principal	Interest	TOTAL
Capital Improvement Fund	Part of the Control o			4,162,424.26		4,162,424.2
Motor Fuel Fund	Daily			1,657,114.88		1,657,114.8
Property Improvement Fund	Daily			2,133,595.89		2,133,595.8
TIF Fund	Daily			168,110.41		168,110.4
TIP FUND	Daily			203,603.08		203,603.0
PTIP				52,969,336.53		52,969,336.5
Business District Fund	Daily			432,445.84		432,445.8
General Fund	Daily			25,702,762.81		25,702,762.8
Motor Fuel Fund	Daily			2,414,376.63		2,414,376.6
Property Improvement Fund	Daily			4,179,322,52		4,179,322.5
Water & Sewer Funds	Daily			20,240,428.73		20,240,428.7
CIBC				11,548,330.65	MINISTERNA CONTRACTOR	24 740 000
General Fund	Daily		de la companya de la	1,971,287.02		11,548,330.6
Grants & Special Revenue Fund	Daily			5,401,160.00		1,971,287.0
Parking Fund	Daily			435,899.05		5,401,160.0
Water & Sewer Funds	Daily			3,739,984.58		435,899.0 3,739,984.5
CIBC - 90 DAY CD				C 215 047 40	70 647 00	
Capital Improvement Fund	5/16/2019	2/14/2019	2.58%	6,215,947.18 2,142,066.17	39,648.38	6,255,595.50
Motor Fuel Fund	5/16/2019	_,,	2.58%	* *	13,778.47	2,155,844.64
Water & Sewer Funds	6/13/2019	, - ,	2.38%	3,179,077.47	20,448.87	3,199,526.34
	0, 15, 2013	3/ 14/ 5013	4.43%	894,803.54	5,421.04	900,224.58
BUSEY BANK-3 MONTH CD				2,120,747.02	11,306.77	2,132,053.79
Capital Improvement Fund	4/26/2019	1/28/2019	2.40%	2,120,747.02	11,306.77	2,132,053.79
and Total						

4/4/2019